

STATE BOARD FOR CAREER AND TECHNICAL EDUCATION**Minutes of Meeting****May 17, 2011**

Members of the State Board for Career and Technical Education met at 10:00 a.m. CST on Tuesday, May 17, 2011 in the Peace Garden Room, State Capitol Building, Bismarck. The meeting was called to order by Mr. Darrel Remington, Chair. The following members were present:

Ms. Maren Daley, Member
Mr. Brian Duchscherer, Member
Dr. Marsha Krotseng, Member (for Mr. Goetz)
Mr. Jeff Lind, Vice Chair
Ms. Val Moritz, Member
Dr. Wayne Sanstead, Member
Ms. Beth Wilhelmi, Member

Wayne Kutzer, Dwight Crabtree, Kathy Holle, Debra Huber, Curt Dahme, Doug Vannurden, and Carrol Burchinal were also present.

Mr. Remington welcomed everyone to the meeting and introductions of Board members was held.

CONSIDERATION OF MARCH 21, 2011 MINUTES – Mr. Lind moved and Mr. Duchscherer seconded to approve the minutes of the March 21, 2011 meeting as presented. The motion passed unanimously.

FINANCIAL REPORT – Mr. Kutzer distributed and reviewed the Appropriation Status Report and the Administrative Budget and Expenditures Report for month ended April 30, 2011, reporting that the total budget expended is in line with the time elapsed.

Following a brief discussion, Ms. Daley moved and Ms. Moritz seconded to approve the financial reports as presented. The motion passed unanimously.

DIRECTOR'S REPORT – Mr. Kutzer reported that Ms. Claire Fitzgerald is retiring as of May 31. Ms. Kelly Pierce, who is currently the Career Advisor Supervisor, will assume the Career Development Supervisor responsibilities, in addition to her Career Advisor responsibilities.

Incentive Grants – North Dakota is one of only four states who qualified for the Incentive Grants. This was accomplished by the Department of Public Instruction-Adult Education, Job Service and Career and Technical Education meeting their performance measures. The award is for \$1.2 million. The Workforce Development Council in conjunction with the three agencies will decide on how those dollars will be awarded based on proposals that were submitted. Discussion was held on the types of innovative and collaborative activities that may be funded.

Annual Plan and Reimbursement Process - This process is continuing to be updated to an on-line system, with an anticipated completion date of August. Staff are working with ITD on this project.

LEGISLATIVE UPDATE – Budget – Mr. Kutzer reviewed the 2011-2013 Biennium Budget, reporting that the agency received \$1,825,000 in additional dollars. In addition, during the conference committee, the committee stated that the CTE Board has the flexibility to decide how the professional development and expanding availability of CTE programs dollars can be spent.

Private Postsecondary – Ms. Debra Huber reported that as a result of HB1092 passing, with amendments, effective August 1, 2011, the Board will have the authority to exempt institutions whose sole interest in the state consists of students enrolled in practicums, clinicals, internships or student teaching experiences.

In addition, effective August 1, 2011, authorization to operate an academic or professional postsecondary educational institution offering educational credentials may be issued only upon approval of the Executive Officer and the Commissioner of the State Board of Higher Education or the Commissioner's designee. The approved amendment restores the language in the law that was lost in 1999; which means that applications to operate degree granting institutions and requests for new program requests that are approved by the State Board for Career and Technical Education must first be reviewed and approved by the Chancellor or his designee, and the CTE State Director.

Ms. Huber reported that the University System Office and the CTE Office are working together on a set of higher education standards for use with the new requirements.

Ms. Huber then reported that under new federal regulations, any school or institution that utilizes a Title IV, federal student aid program must provide to its students, consumer information on how to file complaints. The Office of the Attorney General has determined that the CTE Board is not obligated to respond to any complaints except those coming from students where the institution is under the Board's jurisdiction. All other consumer complaints will be referred to their accreditor and the ND Attorney General's Consumer Protection and Antitrust Division.

CTE and SB2150 – Expanded the career planning requirement for each school by requiring either a nine week course or individual student consultation for each student. A student may also request an educational plan review with a counselor, each year of high school. Schools must also verify compliance of this requirement.

PROPOSED 2011-2012 STATE AND FEDERAL FUNDING – Mr. Kutzer reviewed the FY2012 Appropriation Status Report and a five year Administrative Budget Comparison.

Mr. Kutzer then distributed and reviewed the updated FY2012 General Fund Projections information, reporting that, as of today, the projected obligation for FY2012 is \$13,752,121 and \$14,229,558 for FY2013, for a difference of \$477,437 which could be used for approving new and expanded program requests, setting dollars aside for the eastern virtual area center, funding both, or neither. At the June Board meeting, Mr. Kutzer will have a firm budget; however, it may not change much because most of the plans have been submitted from schools.

Mr. Kutzer distributed and reviewed the updated Expanded and New Program Requests for FY2012, totaling \$96,442. It is anticipated that this information won't change by the June meeting. Discussion was then held on the new program requests and the increased need to provide more career development and other career and technical education programs to students.

Mr. Kutzer explained the fiscal analysis for virtual area centers, reporting that, at this time, the potential budget is \$3,625,000. Discussion was held on the funding reimbursement for virtual area centers.

Mr. Kutzer then reviewed the letter of intent that was submitted by the Grand Forks area schools regarding the startup of a virtual area center and their request to appear before the board.

Discussion was held on whether there is a grant application process that must be followed as the three current virtual area centers had and have to follow, including the length of time it takes to get programs in place. Mr. Kutzer reported that yes, any new virtual area center proposals must follow the same grant application process; however, virtual area center requests can come in at any time and the board can determine if there is money to fund the requests.

The board discussed and agreed that it can't set aside money before the grant application process has been completed, reviewed and approved.

Following discussion, Mr. Kutzer will contact the Grand Forks area superintendents and ask them to present at the June board meeting so that the Board knows where they are at in the process.

Mr. Kutzer distributed and reviewed information from the U.S. Department of Education, reporting that the total reduction for North Dakota in Title I of Perkins is just under ten percent.

Mr. Kutzer also distributed information he received from the U.S. Department of Education of all federal funds the state receives and the impact of the Perkins reductions. Mr. Dahme will be notifying schools of the new allocations this week.

Following discussion, the board thanked Mr. Kutzer for his reports.

CAREER AND TECHNICAL STUDENT ORGANIZATION ACTIVITIES – Mr.

Kutzer invited board members to attend the CTSO activities that are being held in June.

FUTURE SBCTE MEETINGS – The June meeting is scheduled for Monday, June 20, 2011.

The September meeting is scheduled for Monday, September 26, 2011.

The Combined Board meeting is scheduled for Tuesday, September 27, 2011, with the State Board of Public School hosting the meeting.

The October meeting is scheduled for Monday, October 17, 2011.

The meeting adjourned at 11:45 a.m.

Respectfully submitted,

Mr. Darrel Remington
Chairperson